

## Minutes of the Justice Committee

The Justice Committee of the McLean County Board met on Tuesday, May 7, 2013 at the Juvenile Detention Center, 903 N. Main St., Normal, IL at 2:30 p.m., and in Room 400 of the Government Center, 115 E. Washington Street, Bloomington, Illinois at 4:30 p.m.

### Juvenile Detention Facility Tour (2:30 p.m.)

Members Present: Chairman Caisley; Members McIntyre, Schafer, and Wollrab

Members Absent: Members Soeldner and Rankin

Staff Present: Mr. Bill Wasson, County Administrator

Department Heads/  
Elected Officials

Present: Ms. Lori McCormick, Director, Court Services;  
Ms. Cathy Waltz, Superintendent, Juvenile Detention Center

Chairman Caisley called the meeting to order at 2:57 p.m. at the Juvenile Detention Center.

The Committee toured the Juvenile Detention Facility, where Ms. Lori McCormick, Director, Court Services and Ms. Cathy Waltz, Superintendent of JDC led the tour and provided a brief history of the facility and why it was built. The building project began in 1990 and the first detainee was taken in 1993.

Ms. McCormick stated that McLean County has always taken care of its own and did not want to house juveniles out of county in other detention centers in the state. During the construction of the Center, Court Services expended \$200,000-\$300,000 per year to transport and house individuals in other counties. 16 Juvenile detention facilities currently exist in Illinois.

Ms. Waltz reviewed both the common visiting room and private visiting rooms available in the facility. Ms. Waltz showed the Committee the intake area including Medical Exam room which is staffed a full-time nurse position and the sally port entry to the facility.

Ms. Waltz noted that beds in individual detainee rooms are close to the ground to reduce injury from falling. Ms. Waltz also noted the height of the ceilings which are designed to insure against detainees being able to reach the ceilings and injure themselves.

Ms. McCormick reviewed the design of the common areas and holding areas of the center with specific attention to the provision for natural light in each of these areas. Ms. McCormick also has reviewed the education room and noted that the Regional Office of Education is contracted to provide this service. Ms. Waltz reviewed the outdoor and indoor exercise areas.

Ms. Waltz showed the Committee the records storage area in the basement of the JDC facility. This is the primary storage area for non-active file storage.

Ms. McCormick indicated that the JDC houses juvenile delinquents from the age of 10 to 20 and that there is legislation under consideration that would make 17 year olds with felony charges juveniles. This may impact the juvenile populations state-wide.

The meeting was recessed at 3:42 p.m., to be reconvened at 4:30 p.m. at the Government Center, Room 400.

Government Center Building, 4:30 p.m.

Members Present: Chairman Caisley; Members McIntyre, Soeldner, Rankin, Schafer, and Wollrab

Other County Board  
Members Present:

None

Staff Present:

Mr. Bill Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator and Ms. Judith LaCasse, Assistant to the County Administrator

Department Heads/  
Elected Officials  
Present:

Mr. Will Scanlon, Circuit Court Administrator; Mr. Jason Chambers, State's Attorney; Ms. Lori McCormick, Director, Court Services; Ms. Judy Brucker, Director, Children's Advocacy Center; Ms. Kim Campbell, Public Defender; Ms. Beth Kimmerling, Coroner

Others Present:

Ms. Cathy Waltz, Superintendent, Juvenile Detention Center

Chairman Caisley called the meeting to order at 4:30 p.m.

Chairman Caisley reconvened the Justice Committee meeting at 4:30 p.m. at the Government Center Building.

Chairman Caisley presented the Justice Committee minutes of the April 2, 2013; March 19, 2013 Stand-up; March 15, 2013 Tour and February 22, 2013 Tour meetings for Approval. Ms. Schafer reported that a correction needed to be made on the March 15, 2013 Tour minutes to include the tour of the Public Defender's Office.

Motion by McIntyre/Rankin to Approve the Minutes of the April 2, 2013; March 19, 2013 Stand-up; March 15, 2013 Tour and February 22, 2013 Tour Meetings.  
Motion carried as amended.

Chairman Caisley presented the Circuit Clerk's February 2013 Statistical Reports as submitted by Mr. Don Everhart, Circuit Clerk. Chairman Caisley noted that Mr. Everhart was unable to attend the meeting. There were no questions on the reports.

Chairman Caisley pointed out that, next month, Mr. Everhart will submit a request for approval of the renewal of an Intergovernmental Agreement between the Department of Healthcare and Family Services and the McLean County Circuit Clerk for the Title IV-D Child Support Enforcement Grant, which is similar to the next two requests from the Circuit Court Administrator and the State's Attorney.

Mr. Will Scanlon, Circuit Court Administrator, presented a request for approval of the renewal of an Intergovernmental Agreement between the Department of Healthcare and Family Services and the McLean County, Office of the Chief Judge, Agreement 2014-55-008-K, Title IV-D Child Support Enforcement Grant.

Mr. Scanlon noted that this is one-third of the Child Support Enforcement Program. The State's Attorney and Circuit Clerk have contracts for the other two-thirds of the program. He indicated that the Circuit Court has had this contract since December 1999. Mr. Scanlon stated that this contract is for a Hearing Officer who hears cases five days a month. He added that the filing and record keeping components to this grant are in the Circuit Clerk's Office and the enforcement provision is through the State's Attorney's Office.

Mr. Scanlon advised that McLean County has no financial or continuing obligation under this contract, other than to supervise the Hearing Officer and provide minimal office space. He stated that if the contract ends between the Court and the Family of Healthcare and Family Services, these duties would shift to an Associate Judge, as it was handled prior to 1999.

Motion by Rankin/Wollrab to Recommend Approval of the Renewal of an Intergovernmental Agreement between the Department of Healthcare and Family Services and the McLean County, Office of the Chief Judge, Agreement 2014-55-008-K, Title IV-D Child Support Enforcement Grant.  
Motion carried.

Chairman Caisley asked if there were any other questions or comments. Hearing none, he thanked Mr. Scanlon.

Mr. Jason Chambers, State's Attorney, presented a request for approval of the renewal of an Intergovernmental Agreement between the Department of Healthcare and Family Services and the State's Attorney's Office, Agreement 2014-55-013-KIE, Title IV-D Child Support Enforcement Grant. He advised that this program has been very effective in McLean County.

Motion by Schafer/Rankin to Recommend Approval of the Renewal of an Intergovernmental Agreement between the Department of Healthcare and Family Services and the State's Attorney's Office, Agreement 2014-55-013-KIE, Title IV-D Child Support Enforcement Grant.  
Motion carried.

Mr. Chambers reviewed his Monthly Caseload Report and Asset Forfeiture Fund Report.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Mr. Chambers.

Ms. Lori McCormick, Director, Court Services reviewed her Monthly reports.

Ms. McCormick indicated that the Court Services Department decided to not proceed with its request of last month to apply for a research grant.

Ms. Schafer asked what the date is for Drug Court graduation. Ms. McCormick replied that on May 15<sup>th</sup> there will be two graduations, namely Recovery Court and Drug Court. She advised that the graduations are scheduled on that date because McLean County is one of 23 sites in the nation where the National Association of Drug Court Professionals (NADCP) is stopping by on a cross-country tour. Ms. McCormick indicated that there will be a luncheon for the graduates downstairs in the cafeteria prior to the graduation to meet the NADCP people and tell their stories. The graduation will be held in the Board Room at 12:30 p.m. Ms. McCormick added that there are currently 11 total graduates.

Ms. Cathy Waltz, Superintendent, Juvenile Detention Facility, made a correction on the Out-of-County statistics, namely the average YTD Daily Population should be 7.4 and not 22.1.

Mr. McIntyre pointed out that there were five out-of-County juveniles at age 18. Ms. Waltz responded that a couple of those were juveniles that were picked up and held on a juvenile warrant until they were taken to court and did not return.

Ms. McCormick invited the Committee to attend the graduation on May 15<sup>th</sup> at 12:30 p.m. in the County Board Room.

Chairman Caisley asked if there were any additional questions or comments. Hearing none, he thanked Ms. McCormick.

Ms. Judy Brucker, Director, Children's Advocacy Center, reviewed the Children's Advocacy Center (CAC) Monthly Statistical Report and the CASA Report. She noted that the CAC statistics were ahead of last year this time last month, but, currently, they are at about a 10% decline. She added that after the first few days of May, the statistics are increasing.

Ms. Brucker reviewed the CASA volunteer statistics, noting that in the first three months of 2013, the CASA advocates provided 1,928 hours, which is almost a full-time position for a full year. She added that the CASA volunteers advocated for 105 children.

Mr. Soeldner asked how the "Superhero Walk" went. Ms. Brucker replied that it went very well. She added that it was the 6<sup>th</sup> year of the Walk, but the first year that kids were asked to dress up.

Chairman Caisley asked if there were any other questions or comments. Hearing none, he thanked Ms. Brucker.

Ms. Kim Campbell, Public Defender, presented her March Monthly report. She advised that the PD's Office is very busy. Ms. Campbell added that most of the case numbers are up.

Judge Caisley commented that every time a new State's Attorney starts, there is a flood of new criminal charges.

Ms. Wollrab asked if the increase in cases will continue at this same level. Ms. Schafer pointed out that previously Mr. Chambers indicated that he was going through some old cases, which resulted in increased loads. Ms. Campbell advised that the new cases have increased in the PD's Office. She indicated that she currently has a full caseload as well as her administrative responsibilities.

Ms. Campbell stated that she recently had an attorney resign.

Chairman Caisley asked if there were any additional questions or comments. Hearing none, he thanked Ms. Campbell.

Chairman Caisley presented the April Detention Facility Population Report as submitted by Sheriff Mike Emery who was unable to attend the meeting. There were no questions on the report.

Ms. Beth Kimmerling, Coroner, reviewed her March 2013 Monthly Report. She pointed out that March was an above average month for both in-County and out-of-County cases.

Ms. Kimmerling advised that the Coroner's Office has brought in 38% of its projected revenue at the end of the first quarter. She added that a \$25,000 deposit was made within the past couple weeks.

Chairman Caisley asked if fees for out-of-County pathologist services are paid for by the County directly to the pathologist. Ms. Kimmerling replied that the County pays the pathologist directly. She noted that the County bills them for any facility fee, x-ray service or supplies.

Chairman Caisley asked if there were any additional questions or comments. Hearing none, he thanked Ms. Kimmerling.

Mr. Bill Wasson, County Administrator, asked Chairman Caisley to provide the Committee with an update on the tour of the records management plant, SourceHOV in Rantoul, Illinois that he and a few Department Heads attended on April 10<sup>th</sup>.

Chairman Caisley reviewed the tour, noting that SourceHOV was founded here in Bloomington and is a privately owned records management contractor. He indicated that when Chanute Air Force base south of Rantoul was closed by the Department of Defense, Source was able to purchase the government's military firefighting academy building. Chairman Caisley stated that the building is a reinforced concrete structure with many former classrooms and a huge gymnasium. The building is equipped with sprinkler systems. Chairman Caisley added that security is very tight.

Chairman Caisley reported that Source is using the classrooms for various records preservation and indexing. He indicated that they will do whatever is requested of them, including microfilm, digitized records, and storage of records. They have shelves for bankers' boxes that are 14 layers high with a machine that goes up and down so that the operator can have access to all of the shelves. Chairman Caisley indicated that the company has a 24 hour turnaround time.

Chairman Caisley advised that representatives of the Sheriff's Office, State's Attorney's Office and the Public Defender's Office went along on the trip.

Chairman Caisley noted that there are other such companies that provide a similar service. This contractor has three people on-site in DuPage County in Wheaton and when things are filed, they are immediately scanned and placed in a digital file in Rantoul as well as at the Courthouse in Wheaton.

Mr. McIntyre expressed some concern that a back-up system may be required for any documents that are sent to a remote location in case anything might get lost. Mr. Wasson responded that off-site storage would primarily be used for records that would not need to be accessed.

The Committee continued a discussion on records storage needs and potential opportunities in the future, including following more strict records retention and destruction schedules.

Chairman Caisley presented a request for a transfer of \$1,800 in Court Services from their Lease/Purchase Office line item to their Rental Equipment line item in the Juvenile Detention Facility.

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Motion by Rankin/Wollrab to Recommend Approval of a transfer of \$1,800 in Court Services from the Lease/Purchase Office Line Item to Rental Equipment Line Item.

Motion carried.

Chairman Caisley presented the April 30, 2013 Justice Committee bills for review and approval as transmitted by the County Auditor. The Justice Committee bills include a Prepaid Total of \$1,163,395.36 and a Fund Total that is the same.

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Motion by Soeldner/Wollrab to Recommend Approval  
of the Justice Committee Bills as of April 30, 2013 as  
transmitted by the County Auditor.  
Motion carried.

Chairman Caisley asked if there was any other business or communication for the  
Justice Committee. Hearing none, the meeting was adjourned at 5:48 p.m.

Respectfully submitted,

Judith A. LaCasse  
Recording Secretary